

EXECUTIVE SEMINAR CENTER PROGRAM  
SHARED TRAINING FACILITIES AGREEMENT

BETWEEN

Central Intelligence Agency  
Department or Agency

AND

THE U. S. CIVIL SERVICE COMMISSION

The Executive Seminar Centers at Berkeley, California; Kings Point, New York; and Oak Ridge, Tennessee exist as interagency training facilities of the U. S. Government administered by the U. S. Civil Service Commission for the benefit of all federal departments and agencies.

The Executive Seminar Center program offers a series of executive seminars and related learning opportunities in government affairs for career employees in grades GS-13 through GS-15 (or equivalent) who clearly evidence the ability and potential to serve in top career posts. A limited number of such persons in other grades may attend when their participation serves an approved particular, useful career objective. Detailed information concerning courses and schedules is issued separately by the Commission.

The Executive Seminar Center program exists to meet the needs of departments and agencies as authorized by Section 8 of the Government Employees Training Act (5 U.S.C. 4101). The costs of operating and maintaining the program are shared by federal departments and agencies using the facilities.

The annual cost to operate the Berkeley, Kings Point, and Oak Ridge Executive Seminar Centers for Fiscal Year 1975 is estimated to be \$1,831,000 or \$750 for each two-week session and \$1,125 for each three-week session per enrollee.

One copy of this agreement should be signed and returned to the Executive Seminar Center Coordinator, Room 7615, Bureau of Training, U. S. Civil Service Commission, 1900 E Street, N. W., Washington, D. C., 20415; the other two copies should be retained by the agency.

*Mailed Original*  
*5 June 1974*

EXECUTIVE SEMINAR CENTER PROGRAM

TERMS OF AGREEMENT

for Fiscal Year 1975

The Central Intelligence Agency agrees  
Name of Department or Agency

to pay in advance to the U. S. Civil Service Commission the sum of \$ 16,875 to be deposited in a Revolving Fund Authorized by (5 U.S.C. 1304[e]) to be available to the Civil Service Commission for meeting costs and expenses of the Executive Seminar Center program during fiscal year 1975. In return, the U. S. Civil Service Commission agrees to make the following available in their seminar sessions at all three Centers during fiscal year 1975:

	3 weeks	2 weeks
Berkeley enrollments	--	--
Kings Point enrollments	7	6
Oak Ridge enrollments	2	3
Total enrollments	9	9

Selections for each of the seminars will be made by Central Intelligence Agency  
Name of Department or Agency  
subject to criteria established by the U. S. Civil Service Commission and made available to department and agency officials.

Accepted by:

(1) on behalf of the agency: Central Intelligence Agency  
Name of Department or Agency

4 JUN 1974

Date

(2) on behalf of the Civil Service Commission:

*Donald J. Biglin*  
Donald J. Biglin, Director  
Bureau of Management Services  
May 28, 1974

Date

Central Intelligence Agency

## AGENCY REQUEST FOR SPACE RESERVATIONS

CONFIRMATION

## BERKELEY

## KINGS POINT

## OAK RIDGE

Schedule 1974-75	Title of Seminar	No. of Spaces Requested	Schedule 1974-75	Title of Seminar	No. of Spaces Requested	Schedule 1974-75	Title of Seminar	No. of Spaces Requested
July 7-July 19	Administration of Public Policy		July 21-Aug. 9	Seminar for New Managers	—	July 7-July 19	Public Program Management	
July 21-Aug. 2	Public Program Management		Aug. 11-Aug. 31	Seminar for New Managers	1	July 21-Aug. 9	Seminar for New Managers	
Aug. 4-Aug. 16	Administration of Public Policy		Sept. 8-Sept. 20	Public Program Management	—	Aug. 11-Aug. 30	Seminar for New Managers	
Aug. 18-Aug. 30	Urban Problems and Prospects		Sept. 22-Oct. 11	Seminar for New Managers	1	Sept. 8-Sept. 20	Administration of Public Policy	
Sept. 7-Sept. 27	Seminar for New Managers		Oct. 13-Nov. 1	Seminar for New Managers	1	Sept. 22-Oct. 4	Environmental Quality and Natural Resources	
Sept. 29-Oct. 18	Seminar for New Managers		Nov. 3-Nov. 15	Public Program Management	—	Oct. 6-Oct. 25	Seminar for New Managers	2
Oct. 20-Nov. 1	Environmental Quality and Natural Resources		Dec. 1-Dec. 13	Environmental Quality and Natural Resources	—	Oct. 27-Nov. 15	Seminar for New Managers	
Nov. 3-Nov. 15	Science, Technology, and Public Policy		Jan. 5-Jan. 17	Seminar for Advancing Managers	1	Dec. 1-Dec. 13	Science, Technology, and Public Policy	1
Dec. 1-Dec. 13	Intergovernmental Relations		Jan. 19-Jan. 31	Seminar for Advancing Managers	1	Jan. 5-Jan. 24	Seminar for New Managers	
Jan. 5-Jan. 24	Seminar for New Managers		Feb. 2-Feb. 14	National Economy and Public Policy	2	Jan. 26-Feb. 14	Seminar for New Managers	
Jan. 26-Feb. 14	Seminar for New Managers		Feb. 16-March 7	Seminar for New Managers	1	Feb. 16-Feb. 28	Seminar for Advancing Managers	1
Feb. 16-Feb. 28	Seminar for Advancing Managers		Mar. 9-Mar. 28	Seminar for New Managers	1	Mar. 2-Mar. 14	Intergovernmental Relations	
Mar. 2-Mar. 14	National Economy and Public Policy		Mar. 30-Apr. 11	Seminar for Advancing Managers	1	Mar. 16-Mar. 28	Science, Technology, and Public Policy	1
Mar. 16-Mar. 28	Environmental Quality and Natural Resources		Apr. 13-May 2	Seminar for New Managers	1	Mar. 30-Apr. 11	Public Program Management	
Mar. 30-Apr. 18	Seminar for New Managers		May 4-May 23	Seminar for New Managers	1	Apr. 13-Apr. 25	National Economy and Public Policy	
Apr. 20-May 9	Seminar for New Managers		June 1-June 13	Science, Technology, and Public Policy	1	Apr. 27-May 9	Environmental Quality and Natural Resources	
May 11-May 29	Seminar for New Managers					May 11-May 29	Seminar for New Managers	
June 1-June 20	Seminar for New Managers					June 1-June 20	Seminar for New Managers	
Kings Point Sub-Total <u>13</u>								
Berkeley Sub-Total <u>0</u>								
GRAND TOTAL <u>18</u>								
Oak Ridge Sub-Total <u>5</u>								

Nominations should be submitted on Optional Form 37 (Nomination-Registration for Training) to the Director for Berkeley, Kings Point, or Oak Ridge, four weeks before each seminar.

**CONFIDENTIAL**

Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160084-5

31 MAY 1974

MEMORANDUM FOR: Assistant Director for Liaison, OF  
SUBJECT : Fiscal Year 1975 Shared Training Facilities  
Agreement with U. S. Civil Service Commission

This is to certify that the OTR Operating Program for FY 1975 includes budgeted funds to cover the cost of subject agreement in the amount of \$16,875. MOR 2002 and Project 5275-9900 apply to this obligation.

Chief, Budget & Accounts Branch  
Office of Training

25X1A

**Distribution:**

Orig & 2 - Adse  
1 - Registrar  
2 - OTR/BA

OTR/BA [REDACTED]:cms (31 May 74)

25X1A

APPROVED:

25X1A

C/SRS/TR

Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160001-5

**CONFIDENTIAL**

E 2 WISCONSIN  
.....IMPORT CL BY 054625